

Report on National Moderation
of the
Certificate in Computing
and
National Diploma in Business Computing
undertaken by the
**National Advisory Committee on Computer
Qualifications**

December 2001

The modules moderated were:

<u>Module</u>	<u>Number</u>	<u>Moderator</u>
IC1-20	2	Jeff Wells (Manukau IT)
IC2-60	1	Janne Ross (Christchurch PIT)
IC3-30	1	Jeff Wells (Manukau IT)
IC5-20	2	Janne Ross (Christchurch PIT)
AP200	1	Leonie Bridgeman (Western ITT)
DB300	4	Jeff Simpson (Western ITT)
DM300	2	Jeff Simpson (Western ITT)
EC300	1	Leonie Bridgeman (Western ITT)
EX200	1	Jeff Simpson (Western ITT)
HD200	5	Garry Robertson (Waikato IT)
IS310	1	Trevor Nesbit (Christchurch PIT)
IP100	14	Triona Rawlence (Nelson Marlborough IT)
IN210	6	Trevor Nesbit (Christchurch PIT)
NM200	12	Garry Robertson (Waikato IT)
OM100	1	Triona Rawlence (Nelson Marlborough IT)
PR25n	3	Jeff Simpson (Western ITT)
QA200	5	Jeff Simpson (Western ITT)
RA200	4	Jeff Simpson (Western ITT)
SP100	5	Trevor Nesbit (Christchurch PIT)
SP110	<u>2</u>	Trevor Nesbit (Christchurch PIT)
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The modules for which no material was received were AC100, OS310, SI300, ST100, and US200.

The number of papers moderated is higher than the previous round but well below the peak of twelve month ago. Previous numbers were: **55** in May 2001,

145 in September 2000, **104** in May 2000, **115** in September 99, **98** in May 99, **71** in September 98, **73** in May 98, **92** in September 97, **81** in May 97, **73** in September 96, **62** in May 96, and **85** in September 95.

In this round twenty institutions submitted material but two were too late to be included for moderation (see below). This is up from the previous round when only fourteen institutions were involved, although down on the twenty two institutions which submitted material twelve months ago.

Moderators stated the following suggested changes to the prescription:

- IC1-20 "3.1 List the advantages of security" replace "List" with "Describe".
- IC2-50 Nil
- IC3-30 (1) add Hexadecimal to Element 2 (Number conversion) or swap it for Octal
(2) add Percentage to Element 1 (Basic Arithmetic) 1.1 Identify different number types (integers, fractions, decimals, percentages).
- IC5-20 Nil – IC5-20 already changed in 2nd Edition so that Internet & Email are combined into one module.
- AP200 Under Note remove reference to Trader change to MYOB or QuickBooks.
Perhaps we should explicitly refer to use of a CASH BOOK of some description. Not sure what to drop out to make room though. A point of discussion for the SIG, perhaps?
- DB300 Nil
- DM300 Nil
- EC300 Nil
- EX200 Under "Examples of suitable packages" add "Fuzzy Clips". The one institution used Fuzzy Chips 6.04 Expert System shell.
- HD200 Rewrite the HD200 prescription to place more emphasis on customer service issues.
- IN210 Changes to make the module more general would be useful as the current prescription is, to an extent, written for Apache.
- IP100 A more integrated approach to topics should be considered because so many of the outcomes have links with others in other topics – would encourage more creative and flexible assessment.
- NM200 Nil
- OM100 Review the levels ascribed to this syllabus.
- PR25n None – but the need for a OO200 was shown as this prescription does not cover properly for those doing "straight" OO programming.
- QA200 Nil
- RA200 Nil
- SP100 A need to make clear that SP100/SP110 can not be done in
- SP110 conjunction with SP190/191/192 co-requisite statement?

The above will be taken into consideration by the NACCQ Curriculum Development & Maintenance Working Group in later updates of the "Blue Book".

Deadlines continue to be the main problem with the CIC/NDBC moderation process. A minority of both institutions and moderators continue to make the process too long. Two institutions forwarded material 6 and 8 weeks after the closing date of 14th August! This material was not moderated. While one moderator had material returned before the end of October, another four moderators meet the due date of 14th October. But material from a different moderator arrived mid November and a further moderator's material only arrived in the first week of December! Late material will not be moderated and the services of moderators who cannot meet deadlines will not be used.

If there is the demand, a workshop on moderation will be run at the next NACCQ conference.

Due at NACCQ office by 14th March 2002 are:

IC2-20, IC2-70, IC3-40, IC4-20, IC6-20

BC100, EL100, EP100, MB100, OO100, PP100, SP120

DA200, DB220, HS200, MP200, NE200, NM21n, OS210, PR230, SI200, TS200

BA300, GW300, PR30n, PR35n, TR300

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CIC/NDBC External MODERATION

GUIDELINES

All modules will be covered in a three yearly cycle as shown in the moderation schedule.

It is the responsibility of each polytechnic to get any modules they are undertaking for NDBC that is not covered by this list, moderated independently by another polytechnic.

What Must Be Sent For Moderation (except PJ300)

For each module:

1. Module Outline

This is what is usually given out to students at the commencement of the module.

It must include at least:

- Module Name and Code
- Number of class contact hours (supervised learning)

2. Assessment Schedule

(This may be part of the Module Outline)

It must show:

- How many assessments there are
- How a pass and a merit pass are obtained

For each assessment:

- What is going to be assessed
- Type of assessment (Test, Case Study, etc.)
- Weighting

3. A Copy of All Assessments

The actual assessments as given to the student

The number and numbering of these assessments must match the Assessment Schedule.

4. Marking Schedules

Model answers (where appropriate)

A breakdown of Criteria Accessed

For PJ300 PROJECT

Send Module Outline, Assessment Schedule, Marking Schedule
(as outlined above),

plus other material which shows:- How a project is selected then approved
How Project Proposals are assessed
How projects are controlled
How milestones are assessed
How the final projects are assessed.